Pre-examination Survey Details

To be completed by Candidate

Date: _____

Candidate: _____ Mentor:_____

Pre-examination survey (please tick):

Urban 1 ☐ Urban 2 ☐ Urban 3 ☐ Rural 1 ☐ Rural 2 ☐

Intent of submitted survey (refer to Candidate pre-examination survey guidelines):

_____

Pre-examination Survey Review

The following checklist is to be completed by Mentor in conjunction with the Candidate.

Item	Discussion topic	Addressed	Requires Attention	Shown Improvement
1	All relevant information associated with the survey has been presented to the Mentor in a format not onerous on the Mentor. (Include charts, photos, field notes, scale factor calculation, check sheets as well as the search and registered documents. Relevant search has been highlighted and separated from the LTO supplied documents).	☐	☐	☐
2	Detailed report that supports the decision making & clarification process and is not a reproduction of the boundary reinstatement report documented in the survey notes.	☐	☐	☐
3	The title search is complete in respect of the boundaries being redefined. (Includes LTO, CPO,DO and Mines Dept)	☐	☐	☐
4	Sufficient checks have been applied to overcome problems of illegibility and/or ambiguity of old survey documents.	☐	☐	☐
5	Understanding of the purpose of the survey and hence what is required of the Surveyor.	☐	☐	☐
6	MGA2020 Datum is defined and documented	☐	☐	☐
7	Estimated positional uncertainty values are realistic.	☐	☐	☐
8	Candidate has appropriately used GNSS (i.e. considerations to possible GNSS error and vector / coordination accuracy requirements)	☐	☐	☐
9	Data integrity – where possible, redundancies have been included to support the integrity of the observations documented. May include comparison of long lines measured by alternate means (e.g. total station vs GNSS) or observed vs calculated bearings to trigs etc.	☐	☐	☐
10	Drafting of survey notes is to required standard of legibility -no overwrites and enlargements as necessary	☐	☐	☐
11	Occupations have been correctly shown and clearly detailed in relation to the boundaries	☐	☐	☐
12	Boundary reinstatement report is clear and concise	☐	☐	☐

13	Satisfactory connections have been made at each end of the adopted boundary and, where adjusted, comparisons between adopted and adjusted dimensions documented.	☐	☐	☐
14	All relevant evidence has been looked for ensuring no old marks or evidence of the boundary have been missed or not considered & appropriate statements included to that effect.	☐	☐	☐
15	Boundaries appear to be correctly reinstated in accordance with 'satisfactory' evidence prioritised in accordance with the fundamental weighting assigned by the Courts, or if not, an explanatory report has been provided.	☐	☐	☐
16	Re-instatement decisions have been adequately documented. (e.g. comparison and reinstatement decisions documented adequately & correctly support the placement of marks.	☐	☐	☐
17	Survey notes accord to the Survey Directions. (e.g. plan references, vectors close, coordination, mark descriptions, "O" prefix used appropriately)	☐	☐	☐
18	Completed Plan of Survey Checklist included	☐	☐	☐
19	Candidate has an understanding of alternate options to reinstate the boundaries surveyed.	☐	☐	☐
20	Final Plan drafting is in accordance with the Land Titles Office Plan Registration Specifications. (e.g.. title block complete, dimension rounding, correct line weights, appropriate text size and weights etc.)	☐	☐	☐
21	Candidate understands drafting and survey requirements for different types of plans in cadastral surveys (eg. Compiled, balance, easement etc.).	☐	☐	☐
22	Certification - work certified by the supervising surveyor, where applicable, that the survey was one for which the candidate was primarily responsible.	☐	☐	☐

Comments on Matters Requiring Attention

Where an item above requires attention, the Mentor is to provide comments below. General comments may also be included as deemed appropriate by the Mentor. Affix additional pages for comments as required.

Item	Comment

Item	Comment